



National Science Foundation Excepted Position Vacancy

ANNOUNCEMENT NO: E20060132

OPEN: 09/28/06

CLOSE: 10/12/06

THIS IS A PERMANENT POSITION.

POSITION VACANT: Electrical Engineer (Program Director), AD-850-04. Annual salary ranges from \$91,407- \$142,449.

PROMOTION POTENTIAL: Electrical Engineer (Program Director), AD-850-04.

LOCATION: Directorate for Engineering, Division of Engineering Education and Centers (EEC), Arlington, VA.

RELOCATIONS: Expenses will be paid.

BARGAINING UNIT STATUS: This position is included in the bargaining unit and will be filled in accordance with the merit staffing provisions of the Collective Bargaining Agreement Article VIII.

AREA OF CONSIDERATION: All Sources

THIS POSITION IS OUTSIDE THE COMPETITIVE CIVIL SERVICE

Appointment to this position will be made under the Excepted Authority of the NSF Act. Candidates who do not have civil service status or reinstatement eligibility will not obtain civil service status if selected. Candidates currently in the competitive service will be required to waive competitive civil service rights if selected. Usual civil service benefits (retirement, health benefits, life insurance) are applicable for appointments of more than one year. Disabled veterans with 30% service-connected disabilities as well as other applicants with severe disabilities will be considered without regard to the closing date if applications are received prior to final selection.

DUTIES AND RESPONSIBILITIES:

The Engineering Research Centers (ERC) Program within the Division of Engineering Education and Centers (EEC), Directorate for Engineering, supports Engineering Research Centers (ERCs), Nanoscale Science and Engineering Centers (NSECs), Nanoscale Interdisciplinary Research Teams (NIRTs), and the Network for Computational Nanotechnology (NCN). The person selected will serve as a member of the ERC Program team, as the Program Director for the selected ERCs and NSECs in the microelectronics area and as lead for the post award oversight system of the Engineering Research Centers.

ERCs play critical roles in research, education, diversity, outreach and industrial collaboration. Each focuses cross-disciplinary teams of faculty and students on the definition, fundamental understanding, development, and validation of technologies needed to realize a well-defined class of engineered systems with the potential to spawn whole new industries or radically transform the product lines, processing technologies, or service delivery methodologies of current industries. ERC faculty, students and industry partners integrate discovery and learning in an interdisciplinary environment that reflects the complexities and realities of real-world technology and product development. NSF views ERCs as change agents for academic engineering programs and the engineering community at large and expects ERC innovations in research and education to add to current knowledge, affect industrial

practice, impact curricula at all levels from pre-college to life-long learning, employ and reach out to a population that reflects the diversity of the United States, and be disseminated to and beyond academic and industry partners. Each ERC is funded by NSF for up to 10 years and undergoes annual performance reviews.

The person selected for this position will serve as a Program Director (PD). This Program Director position combines ERC program level functions in post award oversight and assessment with responsibility for selected Engineering Research Centers and Nanoscale Science and Engineering Centers in the microelectronics area. The ERC PD is a member of the team of Program Directors and staff responsible for the selection and post-award management and review of Engineering Research Centers and works under the guidance of the Leader of the ERC Program, who is responsible for overall management of the ERC Program and the supervision of the Director of the Division for Engineering Education and Centers. The position requires an interdisciplinary background in engineering experience in university/industry collaboration and engineering education, and experience in developing post-award oversight systems that include performance goals and performance metrics. The PD is required not only to have knowledge in the microelectronics (or closely related) field but also a commitment to maintaining high standards of performance of the ERCs through appropriately rigorous assessment procedures and oversight. The oversight of ERCs is a complex and interesting endeavor that requires and develops a background in research management, strategic planning, industrial collaboration, and integration of research into educational materials. The PD also bears a responsibility for carrying out the Agency's overall mission: to support innovative and merit-reviewed activities in basic research and education that contribute to the nation's technical strength, security and welfare. In addition to specific technical skills, this requires the PD to possess a commitment to high standards, a considerable breadth of interest and receptivity to new ideas. The position also involves oversight of selected ERCs and NSECs and coordination of the ERCs activities with the research programs in microelectronics and related electrical engineering fields funded by the Directorate for Engineering or other divisions of the NSF and other relevant agencies.

QUALIFICATIONS REQUIRED: Applicants must have a Ph.D. or equivalent experience in engineering plus six or more years of research, research administration and/or managerial experience pertinent to the position.

QUALITY RANKING FACTORS:

1. Proven ability to develop post-award performance assessment systems.
2. Proven ability to coordinate the activities of people with diverse educational backgrounds and research and work experience in electrical engineering with a specialty in microelectronics.
3. Proven high levels of group process and facilitation skills in electrical engineering with a specialty in microelectronics.
4. Proven ability to plan and develop annual and long-range plans including budget estimation, budget development, and expenditure accounting.
5. Proven ability to write and speak clearly and concisely, especially to lay audiences.
6. Proven ability to meet tight schedules.

BASIS FOR RATING: Final ranking is based on an evaluation of your experience, education and training as they relate to the knowledge, skills and abilities specified in the Quality Ranking Factors. Current performance appraisal, letter(s) of recommendation, and awards may also be used in the evaluation process.

CONDITIONS OF EMPLOYMENT: Appointment to the position is contingent upon successful completion of the appropriate background investigation. Satisfactory completion of a one-year trial period may also be required.

HOW TO APPLY: You may apply for this position with the *Optional Application for Federal Employment* (OF-612), the older *Application for Federal Employment* (SF-171), a resume, or other application format of your choice - so long as it contains the necessary information (summarized below). You must also submit a current Performance Appraisal or letter(s) of recommendation from professionals who can comment on your capabilities. In order to ensure full consideration, it is recommended that you submit a supplemental statement which specifically addresses how your background and experience relate to each Quality Ranking Factor listed on this announcement.

You must specify the job announcement number, and title and grade(s) of the job for which you are applying. You should also provide the following information: ♦ Your country of citizenship. ♦ Your social security number. ♦ Information about your education, including (1) high school graduation date and (2) college/university information - your major, and type and year of degree(s). If no degree, show total credits earned and indicate whether they are semester or quarter hours. ♦ Information about all your work experience related to this job, including job titles, duties and accomplishments, employer's name and phone number, number of hours worked per week, starting and ending dates (month and year), and annual salary. If you held various positions with the same employer, describe each separately. ♦ If you have Federal civilian experience, indicate the highest grade held, the job series, and dates held. ♦ The brochure *Applying for a Federal Job* provides information on the Federal job application process; it is available by calling the number listed below. **If your application does not provide all the information requested in the vacancy announcement, you may lose consideration for this job.**

The National Science Foundation provides reasonable accommodations to applicants with disabilities on a case-by-case basis. If you need a reasonable accommodation for any part of the application and hiring process, please notify the point of contact listed on this vacancy announcement.

You may submit your application via e-Mail to fwalker@nsf.gov or submit all application material to National Science Foundation, Division of Human Resource Management, 4201 Wilson Boulevard, Room 315, Arlington, VA 22230. Attn: Announcement Number E20060132. In addition to the required application materials, you are asked to complete and submit the attached Applicant Survey form. Submission of this form is voluntary and will not affect your application for employment. The information is used for statistical purposes only.

ALL RESUMES MUST BE RECEIVED BEFORE MIDNIGHT EASTERN TIME ON THE CLOSING DATE OF THIS ANNOUNCEMENT.

For additional information call Frances Walker, on (703) 292-4360. Hearing impaired individuals may call TDD (703) 292-8044.

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HIGHLY QUALIFIED STAFF THAT REFLECTS THE DIVERSITY OF OUR NATION**

NATIONAL SCIENCE FOUNDATION
APPLICANT SURVEY

OMB No. 3145-0096
Expiration: 7/31/2005

Vacancy Ann. #: _____ Position Status (temporary/permanent): _____

Position Title/Series/Grade: _____

INSTRUCTIONS

Your completion of this form will be appreciated. Submission of this Information is voluntary and it will have no effect on the processing of your application. The data collected will be used only for statistical purposes to ensure that agency personnel practices meet the requirements of Federal law. Pursuant to 5 CFR 1320.5(b), an agency may not conduct or sponsor, and a person is not required to respond to an information collection unless it displays a valid OMB control number. The OMB control number for this collection is 3145-0096. NSF estimates that each respondent should take about 3 minutes to complete this survey, including time to read the instructions. You may have comments regarding this burden estimate or any other aspect of this survey, including suggestions for reducing this burden. If so, please send them to NSF Reports Clearance Officer, Division of Administrative Services, NSF, 4201 Wilson Blvd., Arlington, VA. 22230.

PRIVACY ACT INFORMATION

GENERAL - This information is provided pursuant to Public Law 93-579 (Privacy Act of 1974), December 31, 1974, for individuals completing Federal records and forms that solicit personal information.

AUTHORITY - Section 7201 of title 5 of the U.S. Code and Section 2000e-16 of title 42 of the U.S. Code.

PURPOSE AND ROUTINE USES

The information is used for research and for a Federal Equal Opportunity Recruitment Program (FEORP) to help insure that agency personnel practices meet the requirements of Federal law. Address questions concerning this form and its uses to the Privacy Act Officer, National Science Foundation, Arlington, VA 22230.

1. Today's Date: _____ 2. Year of Birth: _____

3. How did you learn about the particular position for which you are applying? (Circle appropriate number.)

- | | |
|---|---|
| 01 - Newspaper (specify) _____ | 10 - Federal, State or local job information center |
| 02 - Contact with NSF Personnel Office
(Agency Bulletin Board or other Announcement) | 11 - State vocational rehabilitation agency or
Veterans Administration |
| 03 - NSF-initiated personal contact | 12 - State employment office |
| 04 - Science Magazine, or other professional journal or magazine
(specify) _____ | 13 - School or college counselor or other official |
| 05 - Affirmative Action Register | 14 - Private job Information service |
| 06 - Attendance at conference, meeting or job fair
(specify) _____ | 15 - Private employment service |
| 07 - NSF recruitment at school or college | 16 - Friend or relative working at NSF |
| 08 - Colleague referral | 17 - Friend or relative not working at NSF |
| 09 - NSF Bulletin | 18 - NSF website |
| | 19 - Internet or other website |
| | 20 - Other (specify) _____ |

4. Select the ethnic category with which you most closely identify:

- A. **Hispanic or Latino.** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- B. **Not Hispanic or Latino.**

5. Select one or more racial category with which you most closely identify:

- A. **American Indian or Alaska Native.** A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
- B. **Asian.** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- C. **Black or African American.** A person having origins in any of the black racial groups of Africa.
- D. **Native Hawaiian or Other Pacific Islander.** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- E. **White.** A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

6. Sex (Circle the appropriate letter.) F - Female M - Male

7. Please provide information on your disability status by circling the appropriate category below:

- 1. I do not have a disability; 2. Hearing impairment; 3. Vision impairment; 4. Missing extremities; 5. Partial paralysis;
- 6. Complete paralysis; 7. Convulsive disorder; 8. Mental retardation; 9. Mental or emotional illness; 10. Severe distortion of limbs and/or spine; 11. I have a disability but it is not listed.

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FOR AGENCY USE

Agency Code: _____

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER